

# CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

*“Honoring California’s Veterans”*

**REGISTERED NURSE**  
**Permanent Half Time**  
**\$6938-\$8030 Monthly (Full Time Salary)**

**Final File: Until Filled**

**\*This Position is Pending Hiring Freeze Exemption Approval**

## **Who Should Apply:**

Current State employees in this classification or those who are eligible on a certification list, transfers or reinstatement may apply for this vacancy.

**NOTE:** APPOINTMENT IS SUBJECT TO SROA/SURPLUS PROVISIONS. PLEASE ATTACH YOUR SROA/SURPLUS LETTER TO YOUR APPLICATION AND INDICATE THAT YOU ARE ON SROA/SURPLUS STATUS IN THE “APPLYING FOR” SECTION OF THE STD 678 EXAMINATION/EMPLOYMENT APPLICATION. APPLICATIONS WHICH INDICATE SROA/SURPLUS STATUS WILL BE GIVEN FIRST PRIORITY.

**THE SALARY LISTED FOR THIS CLASSIFICATION WILL BE ADJUSTED TO COMPLY WITH THE PROVISIONS OF THE 2010 PERSONAL LEAVE PROGRAM.**

**If you are not a current State employee** or otherwise eligible, you may qualify for a civil service examination based on the minimum qualifications for the classification. To view a current listing of examinations being offered by the California Department of Veterans Affairs, please visit our website at [www.calvet.ca.gov](http://www.calvet.ca.gov), or to view examinations offered by all State departments, please visit the State Personnel Board’s website at [www.jobs.ca.gov](http://www.jobs.ca.gov).

**HONORABLY DISCHARGED VETERANS WHO MEET THE REQUIREMENTS LISTED ABOVE ARE ENCOURAGED TO APPLY.**

## **Duties and Responsibilities: (Duties will be commensurate with the final candidate selection)**

The Registered Nurse will be a qualified Registered Nurse who meets the legal requirements to practice as a professional Registered Nurse in California.

Under the general supervision of the Supervising Registered Nurse, the Registered Nurse will be responsible for providing care and supervision to residents and directing the implementation of caregiver functions. Flexible hours to include evenings, nights, weekends and some holidays in order to meet the needs of the residents. Working overtime is a requirement of this position. The Registered Nurse will be responsible for duties, including but not limited to the following:

- Makes rounds on residents and makes report to the Supervising Registered Nurse and the physician immediately of any resident change of condition and ensures evaluation of resident by a physician as soon as indicated. Gives medication and treatments in proper areas.
- Is knowledgeable of 22CCR, Division 6, Chapter 8 (RCFE) requirements and provides on-the-job training to RCFE staff to ensure compliance with these regulations. Documents staff training, performs

skills checks for LVN, CNA, and HW staff. Provides specific instruction and guidance with regard to Medication Management.

- Interviews each resident when appropriate upon admission and subsequently as needed to explain the role of various staff members on the unit.
- Formulates a written nursing care plan with members of the RCT, providers and family for each resident.
- Is available and responds to all nursing/medical emergencies in the RCFE. Provides nursing assessment as needed. Supervises and (when the situation warrants) provides nursing care in emergencies.
- Assists in the review of RCFE Policies and Procedures.
- Reviews and orders training materials to include books, video instruction tapes, interactive CD-ROMs and similar materials. Develops hand-outs and written training materials. Relieves Supervising Registered Nurse as required

### **How To Apply:**

Visit the State Personnel Board (SPB) website at: [www.jobs.ca.gov](http://www.jobs.ca.gov), to download the application. Submit your completed State Application (Std. 678), and resume to: **Department of Veterans Affairs, Human Resources Division, 10900 Telephone Rd., Ventura, CA 93004, Attn: Maria Gonzalez– M80 #004V 11/12.** All State applications must be postmarked no later than the final filing date.

**Note:** In the explanation section on the State application, you must clearly indicate the basis of your eligibility, i.e., list, transfer, SROA, Surplus, Re-employment, Training and Development or Reinstatement. Failure to do so could result in being rejected from the interview process. Also, you must reference position #576-336-8165-002.

### **Questions:**

If you have any questions or request information concerning this posting, or need assistance in the application process, please contact **Maria Gonzalez, Human Resources Office, at (805) 659-7504.**

AN EQUAL OPPORTUNITY EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION. PER MILITARY AND VETERANS CODE, SECTION 80, WHENEVER POSSIBLE, PREFERENCE SHALL BE GIVEN TO VETERANS FOR EMPLOYMENT IN THE DEPARTMENT OF VETERANS AFFAIRS. IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS. APPLICATION S WILL BE SUBJECT TO SCREENING AND ONLY THE MOST QUALIFIED WILL BE INTERVIEWED. SUCCESSFUL COMPLETION OF LIVE SCAN AND A PRE-EMPLOYMENT PHYSICAL SCREENING (INCLUDING DRUG TESTING FOR CERTAIN CIVIL SERVICE CLASSIFICATIONS) WILL BE REQUIRED. 576-336-8165-002 RELEASED: 9.01.11